

Approved March 8, 2017

**Town Meeting Coordinating Committee
Minutes for May 5th, 2016, 3:00 – 5:00 pm
Bangs Center, Glass Room**

Present: Peggy Roberts, Mary Streeter, Alan Powell, Chris Riddle, Melissa Perot, (interim clerk) and Barbara Ford.

Absent: Pat Holland

Peggy Roberts called the meeting to order at 3:15 PM.

1. **Public Comment:** None
2. **Electronic Voting:** Electronic voting was tried out at the first and second sessions of Spring Town Meetings but not without small problems causing some delay in procedures. Chris will contact Jim Pistrang to confirm that electronic votes are all 'public'. Melissa asked if votes to Abstain could be used to determine the presence of a quorum. Alan was clear that no one is required to press a button when a vote is called so it could not be used that way.
3. **Evaluation of TMCC events leading up to Town Meeting.**
 - a) **Zoning Forum.** Comments were very positive stressing the clear explanation given by Chris Brestrup and the opportunity to ask questions and have them answered satisfactorily. Peggy sent the evaluation forms to the Planning Board and Chris Brestrup. It was suggested the video of Chris's presentation be excerpted and made available on the website. Amherst Media took several days to get this program on the air. Alan agreed to ask them the cause.
 - b) **Precinct Meetings.** Alan went to all of them and reported they were all different, (a good thing) and all well attended and received. Suggestions for improvement included name-tags for participants, stronger moderation and time management.
 - c) **Orientation.** Jim Pistrang's presentation was precise and clear. Again the suggestion was made that it could be videoed for access on the web. All chairs were occupied. Peggy selected the room and it was considered good for the purpose. Mary suggested we could consider some sort of more social event for new members to start the process of inclusion in Town Meeting.
4. **Town website and listserve.** Mary reported there are new rules for posting on the website requiring material be previewed by the Select Board and presented to the back table first. Mary is looking for support from another committee member with managing the Listserve. The Back Table process needs review and tightening up with regard to quantity, timing and presentation. It was suggested there be a debriefing meeting with the Interim Town Manager who has been present at town Meeting and perhaps another meeting with the new Town Manager when he/she is brought on board.
5. **TMCC Election.** 4 members are up for re-election. Peggy Roberts, Mary Streeter, Melissa Perot and Barbara Ford. Peggy handed out nomination papers and noted the deadline for submission is 4 pm on May 10th. Voting will take place on May 12th from 6:30 to 9:00 pm.

Due to the hour, the remainder of the agenda was postponed until the next meeting on May 19th. The meeting was adjourned at 5:00.

Melissa Perot (interim clerk).